



Townsend Town Council Meeting
March 1st, 2023 @ 6:00 pm
VIA CONFERENCE CALL &
Town Hall
141 Main St, Townsend, DE 19734

6:00 pm Town Council Meeting

I. Call to Order: 6:02 pm

II. Opening Ceremonies

A. Roll Call: Mayor S. Lobdell,
Councilwoman S. Rojas,
Councilman J. Mertz,
Councilman E. Dugan,
Councilwoman E. Clarke,

Town Manager A. Tantillo, Townsend Police Chief R. Longo, Sergeant McCloskey, Finance Manager J. Helms, Town Solicitor N. C. Griffiths, Town Engineer E. Van-Otoo, and Town Clerk M. Rivera

B. Pledge of Allegiance: All present recited the Pledge of Allegiance.

C. Recognition of Visitors: New Castle County Councilman Dave Carter, Ms. Clarke resident of Esch Street, Esther Glanding, Henry Glanding, Dwain Haines, and Ricky Clark.

D. Announcements:

1. CM Mertz wished his father a Happy Birthday.

III. Citizens Comments & Participation

A. Mr. Glanding requested a light pole to be installed on his street. Additionally, someone moved the pole light from the original location. Ms. Glanding advised Delmarva move the light years ago. CM Dugan confirmed advising he has driven through this area at night and lighting is needed. TM Tantillo advised she will look into the process. CM Dugan advised he will obtain the pole numbers and report to TM Tantillo.

B. Ms. Glanding reported illegal dumping by the railroad. Mayor Lobdell advised the Town is looking into this.

C. Mr. Haines asked if the meeting time will be changed to 6 pm. Mayor Lobdell confirmed the meeting time will be remain at 7 pm and explained the change for this meeting is due to an executive session that has been called. Additionally, the time may vary. TM Tantillo clarified the meeting time does not have to be 7 pm, per the last Charter revision.

D. Mr. Haines reported there are more lights that are out noting the Ginn Street light turns on and off. TM Tantillo advised the light on Ginn Street had been fixed and has received reports that they were fixed. TM Tantillo encourages anyone who notices a light out to report the issue via the Delmarva app or website. Mayor Lobdell advised when reporting lights out to the Town to provide the pole number.

E. Ms. Glanding advised there is an inground pool and boarded house on Gray Street. Additionally, there is no fence and children have been seen entering the property. Mr. Clark advised he has witnessed this issue. TM Tantillo advised a violation has been sent in the past and the Town will have to revisit this notice. Mayor Lobdell advised he is concerned with

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Those wishing to attend virtually may dial **1(301)715-8592**. When directed, provide following meeting ID **827- 6421-7575#** and then the following password **361631#** to enter the meeting. If you choose to access the meeting online click the following link: <https://us02web.zoom.us/j/82764217575?pwd=aHI4RDhTZ0xiME1HV0ZOcHRxSHZ3QT09>

Residents will be able to view documents posted to the meeting tab on the Town website at <https://townsend.delaware.gov> or by joining the meeting via computer.

public safety and the Town needs to take action. TM Tantillo advised that the Town Code Officials will review.

F. Mr. Clark advised he is a representative of the Townsend Fire Company. Mr. Clark explained he has been informed the Townsend Fire Company is not exempt from permit fees upon applying for a sign permit. Mr. Clark explained there was an agreement made with the Town previously, that the Fire Company will be exempt from permit fees, in exchange for the use of the Fire Company facilities for Town Council meetings. Mr. Clark noted he was unable to find this reflected in Town or Fire House meeting minutes. TM Tantillo confirmed the Town Manager has the ability to waive fees; however, the Town has record of the Fire Company paying for permits fees. Mr. Clark confirmed, advising these permits were for major construction. Mr. Clark proposed for the Town to prepare a resolution to exempt the Fire Company from fees; noting, the Town pays the Fire Company impact fees they receive and in turn takes the money back in fees.

1. Mayor Lobdell advised the major concern is the Town is charged by outside consultants to review construction plans. Explaining, the Town does not have control over these consultation fees.
2. Mr. Clark noted permits are a rare occurrence. Additionally, they are a nonprofit organization and are seeking the Town's assistance.
3. TM Tantillo confirmed Council may approve to exempt the Fire Company from all fees via resolution. TM Tantillo advised further research will be required before a final decision may be made. TM Tantillo noted the sign permit for the Fire Company was approved and no fees were charged. Mayor Lobdell advised the Town will review internally and provide solutions for the Fire Company regarding fees.

IV. Adoption of Agenda.

A. *CM Dugan made a motion to adopt the agenda. CW Rojas seconded the motion. Voice vote of all Council: all yeas. – CW Clarke absent.*

1. Council adopted the agenda.

V. Approval / Rejection of Minutes:

A. **ACTION ITEM:** Approval/ Rejection of Town Council Minutes from the February 1st, 2023, Town Council Meeting.

B. **ACTION ITEM:** Approval/ Rejection of Town Council Special Meeting Minutes from the February 15th, 2023, Town Council Meeting.

C. *CM Mertz made a motion to table the Town Council Minutes from the February 1st, 2023, Town Council Meeting and the February 15th, 2023, Town Council Special Meeting. CM Dugan seconded the motion. Voice vote of all Council: all yeas. – CW Clarke absent*

1. Council tabled the February 1st, 2023, Town Council Meeting minutes.
2. Council tabled the February 15th, 2023, Town Council Special Meeting minutes.

VI. Reports:

A. Mayor

1. None.

B. Town of Townsend Police Chief's Report

1. Chief Longo clarified the shooting that occurred in Townsend was handled by DSP (Delaware State Police). Noting, per the news report that was the incident was a domestic issue between two brothers. Additionally, the victim survived. Chief Longo noted all first responders handled the incident very well.
2. CW Rojas noted the Townsend Police Department posted a notice regarding identity theft. Additionally, she has received a report from a neighbor advising they witnessed someone on a bicycle going through residents mailboxes in the morning. Chief Longo advised he has not received any reports. Chief Longo clarified the identity thefts reported did not occur within Town.
3. CM Mertz asked if the Townsend Police Department will be participating in any events to celebrate DSP (Delaware State Police) one hundredth anniversary. Chief Longo advised he is unaware at this time but would love to participate.
4. Chief Longo noted if any first responder groups are interested in having the Police Department participate in any community events to reach out to himself or Sergeant McCloskey.
5. CM Mertz asked if the Police Department will be participating in the Red Robin (Tip-A-Cop) event this month. Chief Longo confirmed he will be present; however, Sergeant McCloskey will be unavailable. Chief Longo noted the event is a partnership with the Special Olympics of Delaware. Chief Longo advised he would like to have the Police Department participate in more events such as these and many others that occur throughout the state with other agencies.

C. Town Solicitor N. Christopher Griffiths

1. TS Griffiths reported several issues have been resolved quickly.
2. TS Griffiths reported he is working with NCC (New Castle County) and their legal department regarding the County Park transfer. TS Griffiths advised the Park needs fence repair, mulching, and a survey. TS Griffiths noted New Castle County will perform the survey for the Town. NCC Carter advised received a portion of the Park was received by the County at sheriffs sale, therefore more research is needed. Additionally, the Town may apply for grant funding that may be use for work needed at the Park. NCC Carter noted the County is unable to complete the work at this time due to staffing.

D. Town Engineer Edwin Van-Otoo

1. Mayor Lobdell noted the major item listed on TE Van-Otoo's report is regarding the wetlands delineation which will determine what may be developed in this area. CM Mertz noted the area is on Finley Street. TM Tantillo advised this was discussed in previous meetings regarding feasibility for development. Additionally, she was able to authorize the wetland delineation study as it was within her spending authority.
2. CM Mertz referred to TE Van-Otoo's report regarding Planning Projects, The Woods at Hidden Creek and asked if the signal strength for the telemetry radio is for the pump station. Mayor Lobdell and TM Tantillo confirmed. TM Tantillo explained (the Developers for this project) are awaiting final approval on the

(pump and haul permit) from New Castle County. TM Tantillo confirmed there are houses operating under the temporary pump and haul station.

3. CW Rojas noted the Town has many encroachment issues. Mayor Lobdell noted TM Tantillo is working on a policy to address this issue. Additionally, these issues are the Developer's responsibility until the open spaces are turned over to the Town, as they own the open space currently.
4. CM Mertz noted the Town is in the process of reviewing encroachments in areas throughout the Town. TM Tantillo confirmed, clarifying they are a separate issue.
5. TE Van-Otoo advised he spoke with Rob Allen (the Developer) regarding the encroachment issue, whereas Mr. Allen will be sending a letter to the owners of the properties with items encroaching on the open spaces to have those issues resolved. Additionally, it was discussed that Mr. Allen will have a time limit of 30 days to allow for legal action. CM Mertz requested the Town receive a copy. TE Van-Otoo confirmed Mr. Allen will provide a copy once they are sent. TM Tantillo confirmed and advised the Town has received a list from Mr. Allen of all the properties that are encroaching on the open spaces.

E. Town Manager Antonina Tantillo

1. TM Tantillo confirmed she has received applications for the Part-Time Administrative Assistant position. Additionally, she will leave the posting up for another week or so and begin the interview process.
2. TM Tantillo confirmed the Town has received an update regarding the radar signs, advising the poles have been delayed by the company until May. Additionally, the Town has received most of the related equipment. TM Tantillo noted the Town will begin prepping, as weather permits, until poles are received to allow for an easier and efficient install. TM Tantillo confirmed all the signs need poles, explaining the safety in a box option that was purchased contains all the equipment needed.
3. TM Tantillo confirmed as discussed at a previous meeting Public Works has looked into the silt fence and is coming up with a plan on how to remove it.
4. TM Tantillo confirmed the Town is looking into CW Rojas' report regarding speed limit and other sign placements. TM advised the Town is reviewing how to proceed with sign placement to ensure they are in accordance with the plans.
5. TM Tantillo confirmed draft letters for the Public Safety Committee will be sent to the Committee shortly.
6. TM Tantillo advised she has received correspondence regarding the TAP grant in which DeDOT stated they are looking to focus on only extending the sidewalk on Main Street. TM Tantillo explained a meeting was held with DeDOT to discuss if they would also look into assisting with South Street improvements. TM Tantillo advised DeDOT has agreed to add South Street improvements, however the \$60,000.00 match funding may be affected by this addition. TM Tantillo advised she will be meeting with DeDOT to discuss further.
7. TM Tantillo confirmed the Town received a letter from the owners of 316 Gray Street, The Crab Guys, advising they have applied for a Tavern License through the State to serve alcohol at their location. TM Tantillo explained they are required to

provide notice to their neighbors and it may be found on the Town website with the meeting packet. Additionally, if anyone has reservations or hesitations regarding this, the letter contains instructions on how to notify the commissioner.

F. New Castle County Councilman David Carter

1. NCC Carter advised the Wiggins Mill reforestation will begin sometime in April. Noting they are looking to plant roughly 2,000 seedlings; volunteers will be needed. NCC Carter asked if the Town could post flyers that will provide information on the start date and a request for volunteers. TM Tantillo agreed. NCC explained this will be the first phase of the 50-acre reforestation project. Additionally, this location has been added to the States Critical Natural Area.
2. NCC Carter advised New Castle County will be performing a Cellular Coverage Study for the entire County.
3. NCC Carter advised he spoke with Carlton regarding the Affordable Housing project. CM Dugan confirmed he also spoke with Carlton and advised the preliminary agreement has been signed, the final agreement will be forthcoming. NCC Carter noted additional grants should become available soon. CM Dugan confirmed there are three dilapidated properties within Town that are part of this project. NCC Carter advised sewer access approval is ready to move forward.
4. NCC Carter advised there is a program called Build Back Better to revitalize the community, if the Town is interested in. NCC Carter explained the Town will work with agencies in the surrounding area. Additionally, it will require the involvement of the Town Manager and the Police Chief to determine how the Town can utilize the program. TM Tantillo and Chief Longo advised they are interested in this program.
5. NCC Carter advised he is working with Neighborhood House a local non-profit that has partnered with four local breweries for a fundraiser at his farm. NCC Carter presented a flyer for the Town. NCC Carter confirmed the event will take place on April 29th. NCC Carter advised the Neighborhood House works on a variety of housing projects and assists with social services. NCC advised his goal is to build a non-profit community center to serve the MOT (Middletown-Odessa-Townsend) area using New Castle County land and State Funding that is maintained by non-profits.

VII. Committee Reports:

A. **Finance Committee:** Chair: Councilman Dugan, Co-Chair: Mayor Lobdell

1. Review and possible discussion on the January 2022 Budget vs. Actual Reports.
 - a. CM Mertz requested a summary from FO Helms. FO Helms advised the Town is in a good position and reported the following:
 - i. The Town should be at 58% of the budget by January.
 - ii. The Town's general fund revenue is at 70%, which is mainly due to property tax revenue.
 - iii. The Town is under in expenses by 46%.

- iv. The Police Department is at 106% of revenue, which is due to the Public Safety impact fees. Noting, the Town receives \$1,500.00 per lot for the Public Safety impact fee.
- v. The Police Department is under by 51% in expenses.
- b. CM Mertz asked if the Town receives the revenue for the Fire House impact fees. FO Helms explains the Town does, however a check is written out to the Fire Company yearly in January which causes this amount to be zeroed out. FO Helms explained this amount was reflected on December's report.
 - i. CM Mertz advised this line item may not be needed. FO Helms advised the Town is in the process of the next budget review and this may be considered.
- c. FO Helms confirmed the Town receives franchise fees from Atlantic Broadband annually and Verizon pays quarterly. Additionally, these fees are for utility, cable, and video. CM Mertz asked if the Town can reach out to obtain additional vendors. TS Griffiths advised the Town to look into the agreements with the current providers. Additionally, the Town may need to put out an RFP (Request for Proposal).

B. Human Resources Committee: Chair: Mayor Lobdell, Co-Chair: Councilman Dugan

- 1. CM Mertz noted per Policy all staff are required to receive a review and asked if the HR Committee receives the review. TM Tantillo confirmed employees are receiving reviews and advised the review is kept with her. CM Dugan noted the reviews should be seen by the HR Committee. Additionally, an update to the policy may be made to require reviews be sent to the HR Committee. TM Tantillo explained the HR Committee will see the review if there are issues it would be brought to the HR Committee.

C. Public Works Committee: Chair: Councilman Dugan, Co-Chair: Councilman Mertz

- 1. TM Tantillo confirmed the pothole has been filled, as requested at the last Council meeting by a representative of a HOA (Homeowners Association). Furthermore, the Town will continue to monitor the pothole.
- 2. CM Mertz requested Public Works to inspect the Park. TM Tantillo confirmed Public Works and the Town inspector have gone to verify if the marks on the pickleball court were fireworks. TM Tantillo explained she has been advised they are unable to confirm and does not believe it was fireworks, however it may be dirt buildup. TM Tantillo noted this will continue to be monitored.
- 3. CM Mertz requested for the small Gazebo's to be inspected. TM Tantillo advised there is on the Public Works plan for repairs to be made.
- 4. TM Tantillo confirmed the Town replaced the mulch last year and it may only need to be refreshed this year. Additionally, Public Works is working to prepare the Park for the Spring.
 - a. TM Tantillo asked if the Town should switch the median, for the Park entry, to rocks instead of mulch. The Public Works Committee confirmed they prefer rocks. Council expressed concern with children throwing rocks. CW

Clarke noted rocks will also need replacement; CM Mertz agreed but advised there will be less replacement needed since they do not degrade like mulch. CM Clarke and Mayor Lobdell noted the mulch will replenish the soil.

- b. CM Mertz advised the Town should consider removing all the bushes by the Town Park Rules sign. CM Mertz explained this may increase safety and visibility in this area. Mayor Lobdell noted the Town frequently has to trim the bushes since they block visibility. TM Tantillo advised a new sign is being ordered. Additionally, the sign placement will be changed. CW Rojas advised to replace the bushes with a different plant. Mayor Lobdell noted they can be replaced by tall trees.
- c. TM confirmed she will research rock median and shrub replacement.

D. Land Use and Development Committee: Chair: Councilwoman Rojas, Co-Chair: Mayor Lobdell

1. CW Rojas advised there are no updates.
2. TM Tantillo confirmed the Planning Commission will meet on March 8th at 7 pm.

E. Veterans Committee: Chair: Councilwoman Clarke, Co-Chair: Councilwoman Rojas

1. CW Clarke reminded Council March 25th is National Medal of Honor Day. CW Rojas confirmed the VFW will be holding a ceremony. CW Rojas advised she will confirm if Townsend has any Medal of Honor recipients in Town. Additionally, she will try to obtain a list if there are. Chief Longo recommended to reach out to the VA to gather lists for Veterans in Townsend. TM Tantillo noted the Town has a book of Veterans within Townsend and advised a posting can be made to the Town sited requesting residents to send information. TM Tantillo explained the information can be received by the Town and the Veterans Committee may work on adding or creating a second book. Chief Longo offered his assistance. TM Tantillo confirmed she will work on drafting the post for the Town's sites and will send to the Veterans Committee for final approval.

F. Public Safety Committee: Chair: Councilman Mertz, Co-Chair: Councilwoman Clarke

1. CM Mertz confirmed the Public Safety Committee met to discuss options with the Fire Chief, to address parking concerns. CM Mertz confirmed the Fire Chief's report has been released and advised Council to reach out to him if they would like a copy.
2. CM Mertz advised a letter will be sent to address the parking concerns, formal action to enforce ordinances will eventually.
3. CW Clarke asked if the maps received by the Fire Chief have been posted publicly. TM Tantillo confirmed the maps were posted with the Public Safety Committee meeting agenda. TM Tantillo explained they can be found on the Town website under Past Meetings Minutes; minutes are forthcoming.

G. Community Engagement Committee: Chair: Councilwoman Rojas

1. Discussion regarding an update on future Town Events.
 - a. CW Rojas announced the Town will be holding a community wide yard sale on May 20th. Additionally, the Town is seeking to collect addresses of

residents who would like to participate in the event. CW Rojas explained the list of participating addresses will be posted to the Town website.

- b. Regarding the Town Fair and Parade:
 - i. CW Rojas advised the Community Engagement Committee is continuing to request funding for the Town Fair June 3rd. CW Rojas explained with funding the Town may be able to hold a concert from a well-known Country Western artist that has worked with Blake Shelton and Miranda Lambert. CW Rojas noted the Town will need at minimum \$5,000.00 towards the concert.
 - ii. NCC Carter advised to reach out in a month for possible grant funding. CW Rojas advised the Community Engagement Committee would like to have foodbank fundraising at the concert as well.
 - iii. CM Mertz welcomed NCC Carter to participate in and/or spread the news that the Town is seeking people to march in the Parade. NCC advised he will look into this and is willing to provide hayrides at the park.
 - iv. Chief Longo advised the Smyrna Fire Company has a band that perform annually at the Smyrna Fair.

2. Discussion regarding Community Engagement Projects.

- a. CW Rojas announced the Town is holding an Easter Coloring Contest. The deadline for submissions is March 29th.

3. Debrief of SAT Testing.

- a. CW Rojas confirmed the event went well and advised Sylvan Learning is still waiting on parents to do outreach.
- b. CW Rojas will give an additional donation for the fair and will set up a table at the fair regarding other math tutoring services.

H. Code Review Committee: Chair: Mayor Lobdell, Co-Chair: Councilman Mertz

1. ACTION ITEM: Discussion and possible vote regarding Resolution 2023-001 A Resolution to Request to Amend the Town of Townsend Charter.

- a. Mayor Lobdell noted the Town held a special meeting two weeks prior to discuss the changes for the Town of Townsend Charter.
- b. TS Griffiths advised Council to provide a title reading and then open discussion.
- c. Mayor Lobdell advised during the special meeting additional changes were added to the Townsend Charter during the meeting, most of which was for the Police Force Section. CM Mertz advised Section 7.8 was adapted from the Cheswold Charter which incorporates the Police Chief Due Process laws, the Police Officer Bill of Rights laws. Noting, as these laws are amended, they will be included in the Town's Charter.
 - i. Chief Longo clarified the Police Officer Bill of Rights has been proposed to be amended to Police Officer Bill of Rights. Chief Longo

explained this amendment will help the public understand that Police Officers are not receiving extra protection.

- d. CM read lines from 7.8.3 regarding the reporting order of the Police Chief. CM Mertz clarified this section does not delineate the Police Department as a separate entity from the Town.
- e. CW Rojas referenced the last line of Section 7.8.3 and noted there has been a resolution passed regarding administrative procedures for the Police Chief. CM Mertz agreed advising the resolution must be fixed and does not rescind due to the Charter change. TM Tantillo advised Council can make a floor motion or approve via resolution. TS Griffiths advised the action be done by resolution.
 - i. Council agreed to strike upon majority vote and replace with verbiage that Town Council shall assign by resolution the Chief of Police to report to the Town Manager.
- f. CW Clarke advised the Town needs an intermediate position between the Town Manager and the Town Clerk as the Town grows. CW Clarke explained the proposed position will assist the Town Manager. CM Mertz advised the Town can do this without putting into Charter. TM Tantillo advised she will research other Town Charter's. TS Griffiths advised job positions can be created at any moment. Noted, by putting this position in the Town Charter flexibility is limited.
 - i. Council discussed the Charters provision of the Town Manager's successor and the possibility of adding a subsection as advised by TS Griffiths for a Deputy Town Manager. CM Dugan noted one of the qualifications for this position should include grant writing experience.
 - ii. TS Griffiths noted the Charter allows for this already. CW Clarke advised for the Charter to list the Deputy Town Manager as a requirement.
 - iii. TM Tantillo recommended for the Human Resources Committee to begin discussions if Council wants to add an additional position to the Charter. TS Griffiths advised Council to ensure verbiage allows for flexibility. Council agreed further discussions are needed. TM Tantillo will perform research. CM Mertz advised Human Resources Committee should not hold this discussion explaining it should be held by Town Council.
 - iv. CW Clarke advised she prefers to move forward with a resolution and have this presented at the next Council meeting after research is performed by the Town Manager and HR (Human Resources) Committee.
- g. CM Mertz noted the following changes that have been discussed in previous meetings:
 - i. TM Tantillo confirmed editor's note has been updated to reflect the Town was incorporated on April 3rd, 1885.
 - ii. There were typographical changes.

- iii. Ordinances will be posted to the Town Website rather than in Newspapers.
- iv. The Mayor now has the ability to vote.
- v. Qualifications of the Mayor have been added. The Mayor must have served 12 months on the Town Council consecutively.
 - a. TM Tantillo clarified consecutively does not mean immediately preceding on the Town Council and confirmed no clause is needed to specify this.
- h. Section 4.2.2 has been added which allows Town Council members to determine rules for Town meetings at the Town Council re-organizational meeting.
- i. Disqualification of Town Council members.
- j. Elections; section 5.8. Council agreed to revise this addition to state all candidates who successfully win election must successfully pass a background check as provided by the Town of Townsend; rather than, the current revised verbiage that states all candidates who successfully file a candidate packet.
 - i. Mayor Lobdell noted this will require the Town to be responsible for covering the cost of the background check.
- k. The Town Manager was provided personnel power to make appointments.
 - i. CM Mertz noted it has been discussed for the Chief to have power to make appointments within his department; however, this need not be specified. TM Tantillo clarified this was discussed to be operational between the Town Manager and the Chief of Police.
- l. The Police Force now includes verbiage regarding the Police Chief's Due Process and the Police Officer's Bill of Rights. Noting, the Police Officer's Bill of Rights may be changed. Chief Longo confirmed the change will be to Police Officer's Bill of Rights.
- m. CM Mertz advised Council should see a final copy without the redline that incorporates the changes as discussed.
- n. CM Dugan made a motion to vote on Resolution 2023-001 A Resolution to Request to Amend the Town of Townsend Charter; however, the Charter must not be sent until Council received the clean version. CM Mertz seconded the motion.
 - i. Public Comment:
 - a. Mr. Haines advised most Town's do not allow for the Mayor to vote unless there was a tie. CM Mertz noted there has been a quorum issue. Additionally, the Town has a Town Manager and Town Council relationship form of government. TS Griffiths noted the Town Council is voted as a whole and once Council determines who will be the Mayor, the Mayor loses their vote. Council defined quorum and voting rules per the current Town Charter.
 - ii. TC Rivera provided a title reading of the resolution 2023-001 A Resolution to Request to Amend the Town of Townsend Charter.

- iii. TS Griffiths advised Council they are unable to approve contingent upon a final review and will require a public discussion.
- iv. Motion died.
- o. *CM Mertz made a motion to table the resolution 2023-001 A Resolution to Request to Amend the Town of Townsend Charter. CW Clarke second the motion. Voice vote of all Council: all yeas.*
 - i. Council tabled resolution 2023-001 A Resolution to Request to Amend the Town of Townsend Charter.

I. National Wildlife and Historic Preservation Committee: Chair: Councilwoman Clarke, Co-Chair: Councilman Dugan

- 1. CW Clarke advised the National Wildlife and Historic Preservation Committee would like to hold an event for Earth Day on April 22nd. Additionally, CW Clarke advised a local sorority has expressed interested in partnering with the Town for the event.

VIII. Recess Council Meeting to Convene Executive Session.

- A. *CM Mertz made a motion to move to executive session Pursuant to 29 Del. C. §10004 (B)(9), the Town Council will consider a motion to meet in executive session to address personnel matters and 29 Del. C. §10004 (B)(4) the Town Council will be meeting in executive session strategy session relating to a strategy session, including those involving legal advice or opinion from an attorney-at-law, with respect to pending or potential litigation, as discussions would have adverse effect on the bargaining or litigation position of the Town. CW Rojas seconded the motion. Voice vote of Council: all yeas, no nays.*
- B. Executive Session convened at approximately 8:07 pm.

IX. Convene Executive Session: Pursuant to 29 Del. C. §10004 (B)(9), the Town Council will consider a motion to meet in executive session to address personnel matters and 29 Del. C. §10004 (B)(4) the Town Council will be meeting in executive session strategy session relating to a strategy session, including those involving legal advice or opinion from an attorney-at-law, with respect to pending or potential litigation, as discussions would have adverse effect on the bargaining or litigation position of the Town.

X. Close Executive Session & Re-convene Council Meeting.

- A. Town Council meeting reconvened at approximately 10 pm.

XI. Adjournment.

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- A. *CM Mertz made a motion to adjourn the meeting. CW Rojas seconded the motion. Voice vote of Council: all yeas, no nays.*
 - B. Meeting adjourned at approximately 10:21 pm.
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